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West Berkshire Council
Forward Plan
7 June 2017 - 30 September 2017

The items included in the Forward Plan were correct at the time of publication. The Forward Plan may, however, change and you are advised to contact Moira Fraser – Tel: 01635 519045 or e-mail: mfraser@westberks.gov.uk to confirm the contents of any agenda before attending a meeting. Executive decisions may be taken by the Executive acting as a collective body or by officers acting under delegated powers.

Reference	Item	Purpose	Decision Body	Month/Year	ID	Date Report Published	Council	Governance and Ethics Committee	OSMC	Other	Officer and Contact No	Directorate	Lead Member	Consultee(s)	Part II	Call In
EX3138	Provisional Financial Outturn Report - 2016/17	To inform Members of the provisional financial performance of the Council for 2016/17 .	EX	01 June 2017		07/06/17					Melanie Ellis	Resources	Finance and Transformation		No	Yes
EX3267	West Berkshire ICT & Digital Services Strategy 2017-2020	To explain the Council's ICT and Digital Services Strategy for the next 3 years.	EX	01 June 2017		07/06/17					Kevin Griffin	Resources	Corporate Services and External Affairs		No	Yes
EX3312	Request for Debt Write Off (Paragraph 1 – information relating to an individual) (Paragraph 2 – information identifying an individual)	To write off a debt or the unpaid portion of it, where either: (a) the debt is not enforceable or that attempted recovery is likely to involve expensive litigation with limited hope of success; or (b) the cost of recovery would be disproportionate to the amount involved.	EX	01 June 2017							Tandra Forster/ Roz Haines	Communities	Adult Social Care		Yes	
EX3313	Bad Debt – Write Off Request (Paragraph 1 – information relating to an individual) (Paragraph 2 – information identifying an individual) (Paragraph 7 – action taken in relation to crime prevention)	To write off a debt or the unpaid portion of it, where either: (a) the debt is not enforceable or that attempted recovery is likely to involve expensive litigation with limited hope of success; or (b) the cost of recovery would be disproportionate to the amount involved.	EX	01 June 2017							Desre Wicks	Resources	Corporate Services and External Affairs		Yes	
EX3314	Bad Debt – Write Off Request (Paragraph 1 – information relating to an individual) (Paragraph 2 – information identifying an individual) (Paragraph 7 – action taken in relation to crime prevention)	To write off a debt or the unpaid portion of it, where either: (a) the debt is not enforceable or that attempted recovery is likely to involve expensive litigation with limited hope of success; or (b) the cost of recovery would be disproportionate to the amount involved.	EX	01 June 2017							Desre Wicks	Resources	Corporate Services and External Affairs		Yes	
ID3301	Public Rights of Way Case Programmes	To inform of progress on the four annual Case Programmes and request approval for the next year's Programmes	ID	01 June 2017	tbc	tbc					Elaine Cox	Environment	Culture and Environment	Local Access Forum	No	Yes
ID3234	West Berkshire Forward Plan – 18 July 2017 to 31 October 2017	To agree the Forward Plan for the next four months.	ID	01 June 2017	15/06/17	07/06/17					Moira Fraser	Resources	Leader of Council, Strategy & Performance, Economic Growth	Corporate Directors and Heads of Service	No	No
ID3291	Approval of Community Plans	To agree any Community Plans which have been presented.	ID	01 June 2017	01/06/17	tbc					Jo Naylor	Resources	Community Resilience & Partnerships		No	Yes
PP3315	Public Protection Food and Feed Control Plan	To consider the draft plan for the enforcement of food and animal feed controls and to seek approval for the plan	pp	01 June 2017						12/06/17 JPPC	Sean Murphy	Environment	Community Resilience & Partnerships			
PP3316	Public Protection Community Fund	To consider a proposal for the delivery of the Public Protection Community Fund application and evaluation process.	pp	01 June 2017						12/06/17 JPPC	Paul Anstey	Environment	Community Resilience & Partnerships			
PP3317	Public Protection Performance Update	To consider an update 2016/17 performance and budget outturn and progress on delivering the operating model set out in the Business Plan.	pp	01 June 2017						12/06/17 JPPC	Sean Murphy	Environment	Community Resilience & Partnerships			
PP3320	Air Quality Action Plan	To agree the Air Quality Action Plan outlining measures for improving air quality within the Air Quality Management Areas declared for the Twyford and Wokingham Town Centres	PP	01 June 2017						12/06/17 JPPC	Sean Murphy	Environment	Community Resilience & Partnerships			

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C3308	New Arrangements for Licensing Sub-Committees	To increase the number of Members on Licensing Committees from three to four with no substitute	C	01 July 2017			04/07/17C	19/06/2017 GE			Moira Fraser	Resources	Leader of Council, Strategy & Performance,			
C3319	Local Government Boundary Review	To revisit the previously approved ward boundaries in light of feedback received from the Local Government Boundary Commission.	C	01 July 2017		26/06/17	04/07/17 C				Andy Day	Resources	Leader of the Council			
EX3112	Key Accountable Performance 2016/17: Year End	To present the basket of key accountable measures and activities for 2016/17.	EX	01 July 2017		19/07/17					Catalin Bogos	Resources	Leader, Strategy & Performance, Economic Growth		No	Yes
EX3318	A339/ Bear Lane Improvements	To report the results of the public consultation and approve an appropriate way forward.	EX	01 July 2017							Jon Winstanley	Environment	Highways and Transport			
EX3217	Revised Community Infrastructure Levy Regulations 123 List	To update the Community Infrastructure Levy Regulations 123 list following the EIP into the Housing Sites Allocation Development Plan Document.	EX	01 July 2017		19/07/17					Sarah Ball	Environment	Planning, Housing and Leisure		No	Yes
ID3235	West Berkshire Forward Plan – 30 August 2017 to 30 November 2017	To agree the Forward Plan for the next four months.	ID	01 July 2017	27/07/17	19/07/17					Moira Fraser	Resources	Leader of Council, Strategy & Performance, Economic Growth	Corporate Directors and Heads of Service	No	No
ID3292	Approval of Community Plans	To agree any Community Plans which have been presented.	ID	01 July 2017	01/07/17	tbc					Jo Naylor	Resources	Community Resilience & Partnerships		No	Yes
GE3252	Annual Governance Statement - Statement in Support by the Monitoring Officer	To provide evidence and independent verification of governance matters which may impact on the Annual Governance Statement from the viewpoint of the Monitoring Officer.	GE	01 August 2017		11/08/17		21/08/17 GE			Sarah Clarke	Resources	Corporate Services and External Affairs			
GE3253	Annual Governance Statement - Statement in Support by the Section 151 Officer	To provide evidence and independent verification of governance matters which may impact on the Annual Governance Statement from the viewpoint of the Section 151 Officer.	GE	01 August 2017		11/08/17		21/08/17 GE			Andy Walker	Resources	Corporate Services and External Affairs			
GE3255	Update on Ethical Matters - Quarter 1 of 2017/18	To provide an update on local and national issues relating to ethical standards and to bring to the attention of the Committee any complaints or other problems within West Berkshire.	GE	01 August 2017		11/08/17		21/08/17 GE			Sarah Clarke	Resources	Chairman of Governance and Ethics Committee			
GE3251	West Berkshire Council Financial Statements 2016/17 including external auditor's opinion	To provide members with the final copy of the Council's Financial Statements.	GE	01 August 2017		11/08/17		21/08/17 GE			Andy Walker	Resources	Leader of Council, Strategy & Performance, Finance			
GE3269	Annual Governance Statement	To allow the committee to review the Annual Governance Statement before it is signed by the Leader and Chief Executive	GE	01 August 2017		11/08/17		21/08/17 GE			Ian Priestley	Resources	Corporate Services and External Affairs			
ID3293	Approval of Community Plans	To agree any Community Plans which have been presented.	ID	01 August 2017	01/08/17	tbc					Jo Naylor	Resources	Community Resilience & Partnerships			
ID3321	Parking scheme - Consolidation Order Amendment 25	To consider the responses received during statutory consultation	ID	01 August 2017							Alex Drysdale	Transport and Countryside	Jeanette Clifford			
ID3322	Parking scheme - Consolidation Order Amendment 26	To consider the responses received during statutory consultation	ID	01 August 2017							Alex Drysdale	Transport and Countryside	Jeanette Clifford			

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C3093	Amendments to the Constitution - Scheme of Delegation	To review and amend sections of the Scheme of Delegation in light of legislative changes and current practice.	C	01 September 2017		11/08/17	14/09/17 C	21/08/17 GE			Sarah Clarke	Resources	Leader, Strategy & Performance, Economic Growth		No	No
C3310	Appointment of the Independent Remuneration Panel	To agree the membership and scope of the IRP.	C	01 September 2017		06/09/17	14/09/17 C				Moira Fraser	Resources	Leader of the Council			
C3192	Changes to the Constitution	To make amendments to the Constitution.	C	01 September 2017			01/09/17 C	TBC			Moira Fraser	Resources				
EX3272	Legal Shared Service	The purpose of this report is to seek an 'in principle' decision to consider a shared service for Legal Services.	EX	01 September 2017		30/08/17					Sarah Clarke	Resources	Corporate Services and External Affairs		No	Yes
EX3180	Key Accountable Performance 2017/18: Quarter One	To report quarter one outturns against the Key Accountable Measures contained in the 2017/18 Council Performance Framework and any additional performance intelligence.	EX	01 September 2017		30/08/17					Catalin Bogos	Resources	Leader, Strategy & Performance, Economic Growth			
EX3303	Financial Performance Report 2017/18 - Quarter One	To inform Members of the latest financial performance of the Council.	EX	01 September 2017		30/08/17					Melanie Ellis	Resources	Finance and Transformation		No	Yes
ID3236	West Berkshire Forward Plan – 10 October 2017 to 31 December 2017	To agree the Forward Plan for the next four months.	ID	01 September 2017	07/09/17	30/08/17					Moira Fraser	Resources	Leader of Council, Strategy & Performance, Economic Growth	Corporate Directors and Heads of Service		
ID3294	Approval of Community Plans	To agree any Community Plans which have been presented.	ID	01 September 2017	01/09/17	tbc					Jo Naylor	Resources	Community Resilience & Partnerships			